

## **PUBLIC UTILITIES COMMISSION**

### **REGULAR MEETING**

**March 2, 2023, 1:00 P.M.**

Pursuant to due call and notice thereof, the Regular Meeting of the Public Utilities Commission, City of Princeton, was held at the Mille Lacs County Historical Society Depot Museum in the Amdall Room, 202 10<sup>th</sup> Avenue South, on March 2<sup>nd</sup>, 2023, at 1:00 p.m.

#### **1. CALL TO ORDER / ROLL CALL**

Present: Chair Richard Schwartz and Commissioner Jack Edmonds. Commissioner Dan Erickson was present via Zoom.

Absent: None.

Also Present: Manager Keith Butcher, City Administrator Michele McPherson, Electric Superintendent Jeremy Linden, Water/Power Plant Superintendent Scott Schmit, Office Manager Christina Cunningham and George Eilertson (Northland Securities).

Meeting was called to order by Chair Schwartz at 1:00 p.m.

#### **2. APPROVAL OF THE AGENDA**

Mr. Edmonds made a motion to approve the agenda of the March 2<sup>nd</sup>, 2023 Regular PUC Meeting. Mr. Erickson seconded. Motion carried unanimously.

#### **3. PUBLIC COMMENTS:**

There were no Public Comments.

#### **4. CONSENT AGENDA:**

- a. Public Utilities Commission Regular Meeting Minutes – January 28<sup>th</sup>, 2023
- b. Certification of Accounts Payable
- c. SMMPA Reports – Minutes and Key Metrics
- d. Financial Reports – Income Statement, Balance Sheet, Trial Balance, and Cash Reserves
- e. Operational Reports – EV and ACH Report
- f. Resolutions and Orders
  - i. Cogeneration and Small Production Tariff
    1. Memo 23-06: Cogeneration and Small Power Production Tariff
  - ii. Electric Cap Plan (Phase 1) – Minor Materials and Bid Package
    1. Resolution 23-03: Minor Materials and Bid Package
    2. Resolution 23-04: Construction and Bid Package

- g. Other
  - i. Minnesota Open Meeting Law
  - ii. 2022 Water Conservation Report Certificate of Completion

Mr. Schwartz corrected under the Consent Agenda Resolution 23-04 and Resolution 23-05 should read Resolution 23-03: Minor Materials and Bid Package and Resolution 23-04: Construction and Bid Package. Mr. Edmonds made a motion to approve the Consent Agenda with corrections of the March 2<sup>nd</sup>, 2023 Regular PUC Meeting. Mr. Erickson seconded. Motion carried unanimously.

## 5. UPDATES:

- a. Electric Superintendent Jeremy Linden provided the Electric Department update.
- b. Water/Power Plant Superintendent Scott Schmit provided the Water Department update and the Power Plant update.
- c. Office Manager Christina Cunningham provided the Office Department update.
- d. City Administrator Michele McPherson and City Councilor Jack Edmonds provided an update on City activities.
- e. General Manager Keith Butcher provided an update on PPU activities.

## 6. REGULAR AGENDA:

- a. **2023 BONDING SCHEDULE**  
General Manager Keith Butcher presented *Memo 23-07: 2023 Finance Plan*. George Eilertson from Northland Securities presented to the PUC Commission the Finance Plan for 2023 for Phase 1 and the current bond schedule along with future bonding for Phase 2 and 3.  
  
Mr. Schwartz made a motion to schedule a Special PUC Meeting on July 12<sup>th</sup>, 2023 at 1:00 p.m. for the purpose of bonding. Mr. Edmonds seconded. Motion carried unanimously.
- b. **ACH EXPIRATION DISCUSSION**  
General Manager Keith Butcher presented *Memo 23-08: ACH Credit Update*. Discussion was held regarding the 3% ACH Credit for customers currently enrolled in ACH payments the will expire February 28, 2023. There was a discussion on how to address the program going forward. The consensus of the PUC Commission was to let the 3% ACH Credit expire and for staff to bring a new proposal for consideration to a future Regular PUC Commission Meeting.
- c. **2022 YEAR IN REVIEW**  
General Manager Keith Butcher presented Princeton Public Utilities 2022 Year in Review.
- d. **RESCHEDULE AUGUST 23<sup>RD</sup> REGULAR COMMISSION MEETING**  
Discussion was held regarding rescheduling the Regular PUC Commission Meeting August 23<sup>rd</sup>, 2023 due to the 2023 MMUA Summer Conference being held during the same time period. There

was also a discussion regarding which PUC Commissioner would attend the MMUA Summer Conference with General Manager Keith Butcher. Mr. Schwartz made a motion to reschedule the August 23<sup>rd</sup>, 2023 Regular PUC Commission Meeting to August 30<sup>th</sup>, 2023 at 1:00 p.m. Mr. Edmonds seconded. Motion carried unanimously.

There being no further business, Mr. Schwartz made a motion to adjourn the meeting at 2:37 p.m. Mr. Edmonds seconded. Motion carried unanimously.



Richard B. Schwartz  
Chair



Kathy Ohman  
Secretary/Treasurer